



HSS CFC MINUTES
February 23, 2010

Attending: Cynthia Bowers, Mel Fein, Michael Firment, Barbara Neuby (for Timothy Hedeem), Harold Trendell, Deanna Womack, Dean Vengroff

1. Formation of an administrative review team

- Because of description of the team had not yet be released, no immediate action was taken.
 - Once the description and membership criteria for the team have been made clear, they will be circulated to the CFC members and nominations will be taken.
 - Elections for the membership will be held either next meeting, or by e-mail prior that meeting depending on how quickly the team must commence work.
 - Dean Vengroff stated that Timothy Hedeem, because of his administrative role reporting directly to the dean, could not be a candidate for team membership.

2. Changes in departmental tenure and promotion guidelines.

- A question was asked concerning the purpose of the request to eliminate models in the department guidelines.
 - The Dean said that the purpose was to accurately convey the requirements necessary for faculty to successfully apply for promotion and tenure. The immediate cause was the elimination of models from the University guidelines.
 - The elimination of models from the guidelines should not prevent faculty from varying their work emphases as indicated in their ARD and FPA documents.
 - The Dean emphasized the importance to him of departmental guidelines. He said that when both the department committee and chair concurred, the Dean has not overruled their decision.

3. Variation in departmental documentation requirements for annual reviews.

- It was demonstrated that there were great differences between departments.
 - If a department's requirements are burdensome, it was suggested that faculty use their Department Faculty Council to begin a process to change those requirements.

4. Minimization of academic consequences of further budget cuts.



Humanities and Social Sciences (HSS)
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- The Dean stated that this committee and the chairs would be informed of any changes caused by decreases in state funding.
5. Faculty and Staff review of current Associate and Assistant Deans.
 - Because of the short amount of time that many of these administrators have been in office, the reviews have been postponed until next year.
 6. Future meeting dates are at 12:30 p.m. in SO 2032 on March 23 and April 20.

Michael Firment